

**City of Portage  
Airport Commission  
Wednesday, May 20, 2015, 7:00 p.m.  
City Municipal Building, 115 West Pleasant Street  
Conference Room One**

Members present: Rita Maass, Chairperson; Barry Erath, Doug Klapper, William Kutzke and David Tesch

Members absent: Fred Langbecker

Others present: Director Redelings and Manager Poppy

**1. Roll Call**

**2. Approval of minutes of previous meeting**

It was noted the minutes from the February meeting still haven't been presented for approval. Motion by Kutzke, second by Klapper to approve the minutes from the April meeting. Motion passed 5 to 0 on call of the roll.

**3. Discussion and possible action on claims.**

No claims to act on, but Poppy informed the Commission that work has been done on the REILs and the motherboard for the PAPI.

**4. Discussion and possible action on development of long-term plan for airport**

Chairperson Maass indicated this item was placed on the agenda for input on the upcoming joint meeting w/ the Council.

Poppy mentioned that pictures of the airport are available on the airport's website at Air-Portage.com. Poppy said a strong advocate for airports will be in France on June 18 and unavailable for the meeting. Chairperson Maass indicated Mayor Tierney wouldn't be available on the 18<sup>th</sup> and requested the meeting be held on June 17. Poppy will contact the airport advocate to notify him of the meeting date change.

Redelings agreed to collate/organize information for the meeting which the commissioners would provide. The presenter wasn't identified, but it appeared that this task may be the Chairperson's role.

Maass indicated the Mayor had contacted Wendy Hottenstein at the BOA and she's still working on the ALP. Tesch was curious as to why the Mayor was contacting the BOA rather than an airport commissioner. Maass suggested that if the Council doesn't back the Airport Commission's direction to enhance the current airport, then at such time the City receives the ALP for review, there's no need to reply.

Erath expressed the need to have strong advocacy for the airport. It is quite important to have Poppy's speaker present if at all possible, even if it means scheduling the meeting for June 24. Poppy will check on his availability.

Poppy indicated he may know of others to speak on the importance of an airport for a community. Maass said she'd contact Director Sobiek for his opinion on this topic.

Kutzke suggested presenting the Commission's position in "chunks" such as:

- The airport's importance
- The history of the airport
- The current status of the airport
- The ALP and FAA's involvement
- The Commission's proposed plan
- The cost of enhancements

Redelings inquired as to whether Ms. Hottenstein should be invited. Kutzke suggested it wasn't necessary because the Commission should be able to address any questions the Council may have.

(Erath left the meeting at this time)

## **5. Manager's monthly report**

Poppy indicated a tenant just recently moved out of a hanger and has delinquent rent from the past 7 years. He felt it would be beneficial for the Airport to have a segregated fund rather than part of the City's general fund.

## **6. Adjournment**

Motion by Tesch, second by Kutzke to adjourn. Motion passed 4 to 0. The meeting concluded at 7:38 p.m.

Respectfully submitted,

Robert G. Redelings, City Engineer